

P2-19-4-403
AFFIDAVIT OF FORGED WARRANT

The records of the _____ of Arkansas
 _____ Agency
 reflect that _____ was issued Warrant number
 _____ Payees(s) exactly as original warrant
 _____ Dated _____, in the amount of \$ _____, the
 Correct Fiscal Year and Number _____ Date _____
 same being in payment of _____

| Invoice # | Agency # | Fund Center | Commitment Item | Fund |
|-----------|----------|-------------|-----------------|------|
|-----------|----------|-------------|-----------------|------|

Social Security #

Address – Payroll Only

Daytime Telephone #

Disbursing Officer

I/We, _____, state that:

CHECK APPROPRIATELY – ALL THAT APPLY

- _____ 1. I received and lost.
- _____ 2. I did not receive, endorse nor cash.
- _____ 3. I have not authorized another person to sign my name to the warrant.
- _____ 4. I have no knowledge of the whereabouts of the warrant or of any other person having received cashed or endorsed the warrant.
- _____ 5. If this warrant is presented for payment, the endorsement is a forgery.
- _____ 6. The endorsement on same is a forgery.

Payee Signature

Address

City, State, Zip Code

Daytime Telephone # _____

ON THIS THE _____ DAY OF _____, 20__, before me personally appeared _____ to me known to be the persons described in and who executed the foregoing instrument and acknowledged that they signed, sealed, executed and delivered the same as their free act and deed for the purpose therein mentioned.

NOTARY PUBLIC

| | County | State |
|---------------------------------|--------|-------|
| 1. Name of the person or entity | | |
| 2. Address | | |
| 3. City | | |
| 4. State | | |
| 5. Zip | | |
| 6. Phone number | | |
| 7. Fax number | | |
| 8. E-mail address | | |
| 9. Website | | |
| 10. Other information | | |

My commission expires

INSTRUCTIONS – FILING OF AFFIDAVIT OF FORGED WARRANT FORM

1. Disbursement officer must complete form including agency, warrant number, date of issue, amount, invoice number, agency code, fund center (appropriation), commitment item (character code), fund, and disbursing officer's manual signature.
2. The entire form, including the notary portion, must be completed in order to process a lost or stolen warrant for all types of warrants.

Note: If there is more than one payee on an AASIS non-payroll warrant, BOTH must sign.